



BAW BAW SHIRE COUNCIL

# Gender Equality Progress Report

2023



# Introduction.

As part of Baw Baw Shire Council's commitment to create a gender equality workforce and in accordance with the the Gender Equality Act 2020 (the Act), the Council launched its Gender Equality action Plan 2021 – 2025.

The plan is Council's stepping-stone to promoting and improving equality and creating an understanding that builds empathy within our workplace.

Under the Act, all Local Government Councils are required to submit a progress report to the Commission for Gender Equality in the Public Sector. This document sets out the progress report as submitted which covers three main sections:

- An update of progress against the seven workplace gender equality indicators set out in the Act; and
- Progress made against the key strategies within our Gender Equality action Plan; and
- Gender Impact Assessments (GIA's) that have undertaken during the assessment period

We are pleased to be able to report that significant progress has been made against our planned strategies and actions to date and continue to work energetically to fully implement the plan, thereby embedding the change we set out to achieve when we first started.

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# Progress against Indicators.

Indicator	Gender composition at all levels of the workforce
Has progress been made?	Yes, progress has been made.
Progress Description	<p>When looking at gender composition by levels from the CEO, we have seen a balancing of gender ratios at -1 and -2 from the CEO and numbers have stayed quite steady at -3. We have seen significant shifts within the organisation regarding numbers of employees in levels -4, -5 and -6, however this is due to a number of factors. Firstly, a significant number of employees have been made redundant since 2021 due to funding no longer being provided to local governments for a particular service. Roughly 70 employees were made redundant, and the majority of these redundancies were women, due to the nature of gender segregation within that service. Additionally, the capturing of 'resigned' employees within the Commission's data set has also created an upswing in numbers in particular areas. Finally, along with natural attrition, we have also had headcount increase in these areas since last reporting period.</p> <p>However, with 'resigned' employees removed, the data still shows that progress has not been made in -4 and -5 from the CEO with significant number disparities between men and women. In -4 from the CEO, in 2021 59% of -4 were women, whereas in 2023 that has increased to 70%. Likewise, -5 from the CEO, in 2021 there was quite a good balance, with men making up 48% of these roles. This has shifted and men now make up 68% of roles at this level.</p> <p>Exploration of this shift may occur if trends continue over the next two years, however with improvements occurring at other levels within the organisation, we are confident that as strategies are further embedded, we will see a re-balancing at these levels.</p>



	Importantly, in 2021, only 33% of senior leaders within Council were women. Council has seen significant improvement in gender balance at this level and women now make up 42% of senior leader roles.
<b>Indicator</b>	<b>Gender composition of governing body</b>
<b>Has progress been made?</b>	Yes, progress has been made.
<b>Progress Description</b>	The Chair of our governing body at the time of reporting is a woman and, additionally, at the exit of one of our governing body members (man) a woman was successful in being elected, bringing gender balance of governing body to almost equal.
<b>Indicator</b>	<b>Gender pay equity</b>
<b>Has progress been made?</b>	No, progress has not been made
<b>Progress Description</b>	<p>Firstly, a significant number of employees have been made redundant since 2021 due to funding no longer being provided to local governments for a particular service. Roughly 70 employees were made redundant, and the majority of these redundancies were women, due to the nature of gender segregation within that service. This has definitely had an impact on the pay gap, as many of these employees were long standing employees with high average salaries.</p> <p>Secondly, Council's hierarchy does not lend itself to a fair comparison when looking at 'levels from the CEO'. Significant variances of banding levels within each level from the CEO means that the comparison is not 'like for like'. For example, in the reporting period, 3 women and 4 men were recruited to the level of '-2' from the CEO. The gender pay gap appears to be 38%, however, of the 3 women recruited, 2 were executive assistants and 1 was a manager. Of the men, 3 were managers and 1 was a coordinator. When this discrepancy in role type is removed, the actual pay gap of recruited "Managers" is -0.04%.</p> <p>Within the GEAP, Council has committed to an analysis of remuneration across comparable roles, rather than by reporting level to the CEO, to determine true pay gap. This strategy has</p>

	not yet been commenced, however this strategy, along with the commenced strategies of reviewing remuneration policy and developing remuneration and responsibility matrices for leaders should see a shift in the significant pay gap as it is currently being represented. These strategies will also give better guidance to leaders to mitigate unconscious bias.
<b>Indicator</b>	<b>Workplace sexual harassment</b>
<b>Has progress been made?</b>	Yes, progress has been made
<b>Progress Description</b>	<p>Through our People Matter Survey results, Council has seen an overall improvement in every area of the Sexual Harassment equality indicator. We have also maintained our zero formal sexual harassment claims. Specifically, rates of experienced sexual harassment for women and gender diverse people have halved from 6% to 3%. However, whilst women and gender diverse people have seen a significant decline in sexual harassment, men have gone from 0% experienced in 2021 to 3% experienced in 2023. Given that at the time of writing our GEAP strategies in 2021, 0% of men had indicated they had experienced sexual harassment, the strategies around sexual harassment, whilst not specifically written to call out gender, the intent did have a higher focus on women and gender diverse people. However, with these statistics having shifted, it is now critical that moving forward Council's strategies around sexual harassment have a more balanced focus toward gender.</p> <p>It is important to note that it is likely that the increase in men reporting sexual harassment via the People Matter Survey is partially due to the education around what sexual harassment is, meaning that more people can now recognise the behaviour.</p> <p>Whilst Council has not had any formal sexual harassment claims, we recognise that our people are using anonymous platforms to report inappropriate behaviour. Council has committed to reviewing formal and informal complaint processes, as well as establishing a stand-alone sexual harassment policy within our GEAP strategies, both of which have not yet been started. We hope that with ongoing education and the progressing of additional strategies regarding sexual harassment, we will see a greater alignment between anonymous reporting of sexual harassment through the people matter survey and formal reporting of sexual harassment in the workplace.</p>

	Education and encouragement to report behaviour will continue to be a primary focus of ongoing work in this space.
<b>Indicator</b>	<b>Recruitment and promotion</b>
<b>Has progress been made?</b>	Yes, progress has been made
<b>Progress Description</b>	<p><b>Recruitment</b>  In our 2021 audit, women represented only 35% of new recruits in the year to 30 June 2021. In our 2023 progress audit, this rose 6% to 41%.  In 2021, of the women we recruited, 17% were employed on a full-time permanent basis, 14% on a part-time permanent basis and 69% on fixed-term contracts. In 2023, 22% of women recruited were employed on a full-time permanent basis, 20% on a part-time permanent basis and 58% on fixed-term contracts.</p> <p>We were not able to collect non-binary or gender diverse data in 2021. Our employee and payroll systems have since been updated to collect improved gender-diverse data. This has been achieved through the implementation of strategy 5.2 under our 2021 Gender Equality Action Plan (GEAP): 'Embed inclusive practices into our HR electronic systems. For example, offering a range of gender selection options. As such, in 2023, our data showed that 2% of new recruits identified as non-binary or gender diverse.  Our organisation argues that these figures, in conjunction with successful implementation of relevant GEAP strategies, contribute to progress against Indicator 5. Not only have we been able to notably increase our recruitment of women and gender diverse employees, but we have also been able to offer these new recruits more attractive contract conditions. Stable contracts will also support us to retain employees of all genders and move towards a more gender-balanced workforce in the future.</p> <p><b>Promotions</b>  Our 2021 audit showed that 25% of promotions in the 12 months to 30 June 2021 were awarded to women. These promotions occurred in the lower and middle levels of the organisation only, and not within the executive leadership team. Our 2023 progress audit</p>

	<p>showed that 30% of all promotions were awarded to women, an increase of 5%. Of these, 10% occurred in the higher levels of the organisation and were ongoing permanent roles.</p> <p>Our organisation historically has a very stable executive leadership team where roles tend to be longer-term contracts or ongoing positions, with few exits. We are pleased to see promotion at the higher level of our organisation into ongoing positions for women.</p> <p>In 2021, we were not able to collect promotion data for non-binary or gender-diverse employees. In 2023, our updated systems allowed us to collect this data. However, there were no promotions awarded to this staff cohort.</p> <p>We believe that a significant aspect of our success in increasing the proportion of promotions awarded to women has been our focus on improving secondment and higher duties opportunities for women and gender-diverse employees. The proportion of secondments awarded to women increased by 5% and the proportion of higher duties by 6% between our 2021 workplace gender audit and our 2023 progress audit. Data on higher duties opportunities for gender diverse and non-binary employees was not collected in 2021, therefore there is no measured change in the data.</p> <p>We consider these improvements, while small, to demonstrate measurable progress against the workplace gender equality indicator ‘recruitment and promotion practices in the workplace’. We also believe the uptick in career development opportunities for women and resulting increase in women’s share of promotions demonstrates that our strategic approach is effective. We hope to see similar improvements for gender diverse employees reflected in our 2025 data.</p>
<b>Indicator</b>	<b>Leave and flexibility</b>
<b>Has progress been made?</b>	Yes, progress has been made
<b>Progress Description</b>	<p>Availability has seen progress with the inclusion of a significant number of new provisions within Councils EBA, adopted in 2023. IVF, Surrogacy, Pre-adoption, Antenatal and Miscarriage leave have all been implemented along with superannuation contributions on parental leave (paid and/or unpaid) for up to 12 months. Although not directly linked, it is important to note that Gender affirmation, Cultural and Ceremonial leave have also been</p>

implemented, all of which contribute to an organisation that is comfortable and supports flexible working arrangements. Additionally, Council is developing an Employee Value Proposition, with flexibility a key pillar for this work.

Sentiment from the organisation has shown progress also, with people matter survey showing an improvement from 88% to 91% across the organisation for Leave, flexibility and working arrangements. Women in particular showed a significant improvement from 81% in 2021 to 97% 2023, and a 1% decrease for men in the same category. Slight decrease in men's statistics. Only a 1% decrease in unfavourable.

Family Violence Leave provisions have not changed, however people matter survey shows that 95% of women (and 5% neutral) in 2023 agree that [their] 'organisation would support me if I needed to take family violence leave', up from 91% in 2021. Given that the only users of family violence leave have been women, this is an important and marked progression.

Interestingly, whilst survey data shows an improvement in sentiment regarding working arrangements to support those with family or caring responsibilities, we have seen a decrease in the number of women accessing carers leave, down from 76 in 2021 to 62 in 2023. Men accessing carers leave has remained almost the same. However, flexible working arrangements for both men and women have jumped significantly from 15 (women) and 8(men) in 2021 to 26 (women) and 14 (men) in 2023, which likely accounts for less need to access carers leave. Additionally, men taking parental leave has more than doubled since 2021, and it is hoped that this is due to the promotion and education of these terms. Finally, Family violence leave has also more than doubled. It is difficult to determine if this is due to an increase in experiences, however it must be acknowledged that it is more likely it is due to increased education and promotion of entitlements and support. The improvement in PMS data regarding family violence leave, as outlined above, suggests this theory may have validity.

**Indicator**

**Gendered work segregation**

**Has progress been made?**

Yes, progress has been made



## Progress Description

Our People matter survey results overall have stayed either the same, slightly improved or seen a very slight decrease from 2021 to 2023. However, there has been a significant closing of the gap between the lived experiences of our men and women. Marked progress in particular are for the statements 'I feel culturally safe at work' (80% to 93%) and 'In my workgroup work is allocated fairly, regardless of gender' (79% to 90%). The strategies committed to within the GEAP have not yet been actioned in this space, it is expected that targeted recruitment for areas which tend to have higher levels of gender segregation will see improvements also.

# Strategies and Measures.

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Strategies and measures	Status	Status Description
Part time roles to be reviewed during PR&D process, ensuring that workload is relevant to the time commitment available.	Not started	A change has been recommended for this strategy. It has been identified that the review of position workloads is not appropriate in the PR&D process as the workload needs to be determined from the beginning, rather than trying to amend throughout an employee's lifecycle. The evaluation of workload for part time roles will be considered as part of Council's Service Planning process currently underway, with communications to leaders included in Service Planning comms strategy.
Amend Recruitment Policy to allow consideration of internal applicants for promotion, prior to advertising externally.	Complete	GIA completed, consultation undertaken, amended policy launched 2021.
Amend Recruitment Policy to remove Key Selection Criteria requirements.	Complete	GIA completed, consultation undertaken, amended policy launched 2021.
Amend Council's Community Engagement Policy to incorporate requirements to undertake Gender Impact Assessments.	Complete	Statement of commitment workshopped and in policy for ELT and community consultation.
Explore opportunities for equity of primary and secondary parental leave.	Complete	Significant improvements included in 2022 EBA, launched in 2023. Increased secondary parental leave by 2 weeks. Opened

		parental leave to temporary employees with a contract exceeding 6 months, which was a change from 12 months.
Maintain Council's strong support of employee's requiring family violence leave through promotion and consideration of improved benefits during the Enterprise Bargaining Agreement.	Complete	Casual employees granted access to full entitlement of 20 days paid leave (non-cumulative) for any employee subjected to family violence or supporting a family member who is a victim of family violence. Hosted 'Gippsland Free from Violence' forum 2023.
Provide training to eliminate discrimination and unconscious bias in selection process for recruitment and promotion processes.	Complete	Independent panellist training implemented and ongoing. Plans to include an additional action of unconscious bias training in leadership fundamental training and provide opportunity for non-leaders to participate as a skill development.
Continue ongoing equal opportunity initiatives including equal opportunity induction and training, promotion of flexible working conditions and application of equal opportunity policy.	Ongoing	2023 - Amended email signatures to have option of adding preferred pronoun and launched educational comms to support. IVF, Surrogacy, Pre-adoption, Antenatal, Miscarriage leave all implemented in 2023 as new provisions. Gender affirmation leave implemented in 2023 as new provision. Cultural and Ceremonial leave implemented in 2023 as new provision. Superannuation contributions on parental leave (paid and/or unpaid) for up to 12 months. Mandatory Equal Opportunity Training for all employees at induction and every 2 years. Promotion of flexible working conditions ongoing through communication strategies. Development of EVP with flexibility as a key driver.
Introduce mandatory training on sexual harassment, bullying and discrimination (or improve existing training) for all staff and Councillors at least once every two years, covers safe strategies for bystander interventions.	Ongoing	Mandatory corporate training every 2 years through LMS implemented. Active Bystander Training completed 2022 - recording provided to all employees unable to attend. Active Bystander training circulated to Councillors. Reconciliation training undertaken 2023. Councillor training provided - MAV Councillor Sexual

		Harassment Training June 2023 Resilience Project Oct 2022 - Authentic connection. All about inclusion and breaking down barriers between people.
Provide Courageous Conversation training on a cyclical basis.	Ongoing	Courageous Conversation training provided on a cyclical basis, ongoing throughout the organisation for new starters and as a refresher as needed.
Council's Growing Culture Consultative Committee to promote an organisational culture of diversity, inclusion and equal opportunity.	Complete	Harmony Day 2022 - promoted and supported. NAIDOC Day 2022 - being promoted and events planned. Men's Health week 2022 - being promoted and events planned. Resilience Project Oct 2022 - Authentic connection. All about inclusion and breaking down barriers
Consider ability to undertake a de-identification process for recruitment shortlisting to minimise discrimination and unconscious bias based on gender, age, ethnicity etc.	Complete	Unable to be implemented at this time. Worked with SCOUT (recruitment platform provider) and, at this time, unable to facilitate de-identification process at this time. Will consider in future updates of their platform. Agency provider unable to provide this service at this time either.
Councillors and ELT actively promote gender equality and lead by example.	Ongoing	Councillor base rates lifted to encourage more women, young people and first nation's people to nominate and become councillors in the future - ability to reduce working hours to become Councillors. Hosted International Women's Day. Advocated and spoke at IDAHOBIT day Endorsed EBA with greater parental leave and broader inclusion initiatives.
Provide Cultural Diversity training to all members of the organisation on a cyclical basis.	Ongoing	Reconciliation training 2023 Authentic Acknowledgement of Country training 2023 Ongoing discussions regarding further Cultural Diversity Training

<p>Broaden Council language from 'family responsibilities' to 'caring responsibilities' to better encompass diverse family and caring situations.</p>	<p>Complete</p>	<p>Complete. Language changed in EBA and in policies as they come up for review.</p>
<p>Promote an inclusive organisation, celebrating and understanding the diverse cultures and genders of employees</p>	<p>Ongoing</p>	<p>2023 - Amended email signatures to have option of adding preferred pronoun and launched educational comms to support. Councillor motion 2023 to explore culturally diverse and significant celebratory days within the community with the intent that Council will promote these days.  Robust GIA training rolled out to organisation 2022 focussing on gender and intersectionality.  Harmony Day 2022 - promoted and supported.  Harmony Day 2023 - Lunch event supported, encouraging cultural dishes shared and employees sharing stories and background. Higher participation than 2022.  NAIDOC Day 2022 - 'Deadly Hoops' basketball game between Baw Baw employees and First Nations youth  Worked alongside Warragul Uniting Church's reconciliation group to highlight the work undertaken during NAIDOC week 2022 to celebrate First Nation's people.  NAIDOC 2023 - First Nations 'Welcome to Country' and smoking ceremony hosted.  Men's Health week 2022 promotion and events.  IDAHOBIT Day flag raising and comms - no attendees.  IDAHOBIT Day flag raising, educational comms, morning tea - 100 attendees</p>
<p>Focused support for women and gender diverse individuals to participate in targeted development opportunities.</p>	<p>In progress</p>	<p>Hosted International Women's Day  Hosted 'Gippsland Free from Violence' forum 2023  Hosted keynote speakers 1. Jess Hill on Gender Violence and 2. Dr Yves Rees on LGBTQIA+ experiences, including their experience as a transgender person.</p>



		Suggested change to GEAP strategy - although targeted training opportunities have been provided, men are not being excluded, but rather, encouraged to attend.
Leverage Council's ability to provide flexible work arrangements as a key attraction and retention strategy.	In progress	Consultation undertaken on this topic through Recruitment Policy 'have your say' survey. EVP development underway with key focus on flexibility and flexible work arrangements.
Where possible, address hidden barriers to advancement and work proactively to improve opportunities for underrepresented groups.	In progress	Support provided to employee to undertake robust analysis of Council's 'Gender is not a barrier to success' PMS result, for MBA dissertation. Executive have been provided a report by the employee and the employee presented further to Executive with commitments to progress the findings further.
Amend Onboarding and Exit Interviews questions to capture gender equality experiences.	In progress	Exit interview questions altered to capture gender and intersectional questions following consultation. Onboarding questions still to be reviewed.
Develop a matrix to scope appropriate responsibilities and applicable equitable remuneration for leadership positions.	In progress	Commitment made throughout the EBA negotiation process to develop remuneration strategy to address this. EVP project has begun the work of a remuneration strategy.
Educate leaders on benefit of part time/job share arrangements in leadership and senior professional positions, with a focus on improving the number of part time women who are offered higher duties and secondment opportunities.	In progress	Ongoing discussions with leaders around the importance and benefits of part time/job share arrangements. In cases of hard to fill roles, job share is advocated for, with education of benefits to line managers. Subtle shift occurring with more coordinator roles being designed as part time/job share. Formal education still to come.
Promote carer's leave benefits to de-stigmatise men taking parental leave and/or having caring responsibilities for children or family.	In progress	Heavy promotion of secondary carers leave increase in EBA. Significant increase in number of men accessing primary carers leave.

Review Remuneration policy and establish a remuneration matrix to support equity in banding allocation upon commencement.	In progress	Commitment made throughout the EBA negotiation process to develop remuneration strategy to address this. EVP project has begun the work of a remuneration strategy. Throughout development, clear link with the commitment to develop a matrix to scope appropriate responsibilities.
Consultation with employees during development of individual L&D programs; include targeted consultation with diverse groups.	In progress	Significant shift to consulting on L&D programs. Training and communications with leadership provided to draw attention to the importance of the development section of PR&D process for individual employees.
Maintain gender balance in Finance positions and Town Planning positions, given the low ratios of women traditionally in STEM positions.	In progress	On track, ongoing.
Biennial report to Executive team RE gender composition in senior and leadership positions within the organisation.	In progress	Part of HR Metric data to be provided to ELT on a quarterly basis. Scoping and development of metrics in June 2023, presentation to occur in later 2023. Metrics to be included on an ongoing basis in quarterly HR Metric reporting to executive.
Communicate a culture of respect in the Council by ensuring leaders model respectful behaviour at all times and communicate to staff at least annually that Council does not tolerate sexual harassment, bullying nor discrimination.	Ongoing	Council hosted 'Three Women on Kurnai Country event 2022 Communication RE Council's expectations in 2021 through GEAP and consultation. Communication RE Council's expectations through promotion of Active Bystander training 2022. Communication RE Council's expectations through Mayor, CEO and Councillor speeches at IDAHOBIT day 2023. This is an ongoing opportunity for leaders as they challenge and change their own perspectives. Communications from Council RE expectations and zero tolerance to be ongoing. Target communication opportunity still exists.

Robust analysis of remuneration across comparable roles, rather than reporting level to CEO.	Not started	
Improve training and promotion of Contact Officers within the organisation.	Not started	
Encourage reporting of inappropriate behaviour by promoting formal and informal complaint channels and allowing anonymous complaints.	Not started	
Improve record keeping of sexual harassment, bullying and discrimination complaints.	Not started	
Ensure councillors are informed of their internal and external options for sexual harassment, bullying and discrimination support and complaints; including EAP, code of conduct dispute resolution and external complaint bodies.	Not started	
Explore option for separate breastfeeding and Prayer rooms, equitably available at all work sites.	Not started	
Review recruitment processes and guides to ensure inclusive language is used throughout campaigns.	Not started	
Working group established to inform career barriers and strategies to improve opportunities for women, with a particular focus on women working part time/flexible hours, moving into leadership positions and returning to the workforce.	Not started	

Use VAGO Sexual Harassment Survey findings to identify and act on risk factors for Council employees and workplaces.	Not started	
Collect information about the prevalence and nature of sexual harassment, discrimination and bullying at least once every two years (conducting surveys, reviewing complaints information).	Not started	
Ensure policies, procedures and training explicitly cover sexual harassment, bullying and discrimination from the public.	Not started	
Regularly communicating to customers and staff that the council does not tolerate any form of sexual harassment, bullying and discrimination from the public.	Not started	
Introduce a standalone sexual harassment policy that aligns with Vic Equal Opportunity and Human Rights Commission's guideline: preventing and responding to workplace sexual harassment – complying with EOA 2010 and Vic Public Sector Commission's model policy for prevention of sexual harassment in the workplace.	Not started	
Review complaint procedures to ensure they include informing the complainant of the outcome and guidance on how investigators can support reluctant complainants.	Not started	
Conduct targeted recruitment campaigns in departments with historically gender segregated roles.	Not started	

# Gender Impact Assessments.

<b>Title</b>	<b>Sporting Walk of Fame Guidelines Review</b>		
<b>Subject</b>	Policy	<b>Status</b>	For Review
<b>Description</b>	Baw Baw Shire Sporting Walk of Fame was created in 1999 in recognition of our region's champion athletes. To ensure that only the most deserving athletes are inducted into the Sporting Walk of Fame, the guidelines have been developed to assist in the review of nominations		
<b>Confirm if actions taken</b>	No action taken		
<b>Describe actions taken</b>	<p>The below changes are recommendations and have not yet been adopted - still going through process:</p> <ul style="list-style-type: none"> <li>• Changed objective of guidelines to be more inclusive.</li> <li>• Changes made to guidelines themselves: <ul style="list-style-type: none"> <li>○ Changed the sport classification that can be considered.</li> <li>○ Broadened criteria for roles outside of athletic performance.</li> <li>○ Reviewed criteria to be more inclusive or included subcategories or elevation levels.</li> <li>○ Changed induction process to occur annually and underrepresented groups targeted directly for nominations.</li> <li>○ Create an annual budget allocation.</li> </ul> </li> </ul>		
<b>Title</b>	<b>Governance Rules – Community Participation at Council Meetings</b>		



<b>Subject</b>	Policy	<b>Status</b>	For Review
<b>Description</b>	Changes to the Local Government Act 2020 take effect on 2 September 2022. These changes required Council's Governance Rules to make provisions for Councillors to attend Council Meetings virtually. The requirement to review the Governance Rules presented Council with an opportunity to reconsider how Council Meetings can be conducted.		
<b>Confirm if actions taken</b>	Yes		
<b>Describe actions taken</b>	<ol style="list-style-type: none"> <li>1. Allow remote participation for submitters.</li> <li>2. Update Council Meeting information on the BBSC website to make the language more accessible.</li> <li>3. Introduce a concierge service for submitters who may need extra assistance or guidance.</li> <li>4. Introduce a visual aid for anyone who cannot hear a bell or may prefer a visual cue.</li> </ol>		
<b>Title</b>	<b>Community Grants Program</b>		
<b>Subject</b>	Program	<b>Status</b>	For Review
<b>Description</b>	Our Community Grants Program supports not for profit groups and organisations to undertake activities that help the community to be sustainable, healthy, and thriving.		
<b>Confirm if actions taken</b>	Yes		
<b>Describe actions taken</b>	<ul style="list-style-type: none"> <li>• Increase accessibility of written information.</li> <li>• Continue to provide 1:1 support through Application via Appointment.</li> </ul>		
<b>Title</b>	<b>Youth Strategy Development</b>		

<b>Subject</b>	Policy	<b>Status</b>	For Review
<b>Description</b>	The Youth Strategy aims to improve the experiences of young people living, working in and visiting Baw Baw Shire.		
<b>Confirm if actions taken</b>	Yes		
<b>Describe actions taken</b>	<ul style="list-style-type: none"> <li>• Include diverse and disaggregated data in the strategy (where available).</li> <li>• Include younger people in design of survey and prizes offered.</li> <li>• Use inclusive language in documents.</li> </ul>		
<b>Title</b>	<b>Community Financial Assistance Policy update</b>		
<b>Subject</b>	Policy	<b>Status</b>	For Review
<b>Description</b>	The Financial Assistance Policy includes guidance to the Council Programs that provide financial support to Community (Education Sponsorship, Work farm rebates, compost bin reimbursements, Australia Day event funding etc.)		
<b>Confirm if actions taken</b>	No action taken		
<b>Describe actions taken</b>	<p>No actions taken yet - policy still going through review process. Recommended changes are:</p> <ul style="list-style-type: none"> <li>• Consider the needs and equity of program eligibility with people who do not own their home.</li> <li>• Collect relevant data to inform eligibility.</li> <li>• Increase knowledge of programs in community</li> </ul>		

<b>Title</b>	<b>Baw Baw Culture and Connection Precinct Stage 1 Library and Learning Design</b>		
<b>Subject</b>	Program	<b>Status</b>	For Review
<b>Description</b>	Council adopted the 2020 Masterplan which identified a multi-stage scope to upgrade the existing Arts Centre precinct - Stage One currently under development.		
<b>Confirm if actions taken</b>	No action taken		
<b>Describe actions taken</b>	<p>No actions taken yet - program still in development.</p> <ul style="list-style-type: none"> <li>• Investigate Wayfinding options that address multi-cultural and diverse nature of our communities</li> <li>• Work with operational stakeholders to ensure programs reflect the needs of our diverse communities.</li> </ul>		
<b>Title</b>	<b>Recruitment Policy</b>		
<b>Subject</b>	Policy	<b>Status</b>	For Review
<b>Description</b>	Policy guiding how recruitment is undertaken at Council		
<b>Confirm if actions taken</b>	Yes		
<b>Describe actions taken</b>	<ul style="list-style-type: none"> <li>• Removed the need for applicants to respond to Key Selection Criteria.</li> <li>• Updated inclusion language regarding accessibility for applications.</li> <li>• Broadened scope to allow reasonable consideration of internal promotions.</li> <li>• Updated website to show full recruitment process to ensure all people can be prepared.</li> </ul>		